



## FRANKLIN TOWN COUNCIL

### Agenda & Meeting Packet

January 5, 2022

Meeting will be held at the **Municipal Building**  
2nd floor, Council Chambers  
355 East Central Street  
**7:00 PM**

**A NOTE TO RESIDENTS:** All citizens are welcome to attend public board and committee meetings in person. Additionally, in an effort to maximize citizen engagement opportunities, citizens will be able to continue to participate remotely via phone OR Zoom. The meetings will also be [live-streamed by Franklin TV](#) and shown on Comcast Channel 11 and Verizon Channel 29.

- **Link to access meeting:** January 5, 2022 Town Council Meeting Link [HERE](#) -- Then click "Open Zoom"
    - Or copy and paste this URL into your browser: <https://zoom.us/join/84759504302>
    - **Call-In Phone Number:** Call 1-929-205-6099 and enter Meeting ID # 847 5950 4302 --Then press #
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#### 1. ANNOUNCEMENTS FROM THE CHAIR

- a. *This meeting is being recorded by Franklin TV and shown on Comcast channel 11 and Verizon Channel 29. This meeting may be recorded by others.*
- b. *Chair to identify members participating remotely.*
- c. [Department of Conservation & Recreation \(DCR\) Certification of Announcement.](#)

#### 2. CITIZEN COMMENTS

- a. *Citizens are welcome to express their views for up to five minutes on a matter that is not on the agenda. The Council will not engage in a dialogue or comment on a matter raised during Citizen Comments. The Town Council will give remarks appropriate consideration and may ask the Town Administrator to review the matter.*

#### 3. APPROVAL OF MINUTES

- a. [November 17, 2021](#)
- b. [December 1, 2021](#)

#### 4. PROCLAMATIONS/RECOGNITIONS

- a. Franklin Library Association

#### 5. APPOINTMENTS - None Scheduled

#### 6. HEARINGS - 7:10pm - None Scheduled

#### 7. LICENSE TRANSACTIONS- None Scheduled

#### 8. PRESENTATIONS/DISCUSSIONS

- a. [Town Council Goals Session 2022-2023](#)

#### 9. SUBCOMMITTEE REPORTS

- a. Capital Budget Subcommittee

- b. Budget Subcommittee
- c. Economic Development Subcommittee

**10. LEGISLATION FOR ACTION**

- a. [Resolution 22-01: Gift Acceptance - Franklin Public Library \(\\$65,500\)](#) (Motion to Approve Resolution 22-01 - Majority Vote)
- b. [Resolution 22-02: Gift Acceptances - Veterans' Services Department \(\\$1,450.00\), Senior Center \(\\$300\)](#) (Motion to Approve Resolution 22-02 - Majority Vote)
- c. [Resolution 22-03: Appropriation to Pay Prior Years Bills](#) (Motion to Approve Resolution 22-03 - 2/3 Majority Vote)

**11. TOWN ADMINISTRATOR'S REPORT**

**12. FUTURE AGENDA ITEM**

**13. COUNCIL COMMENTS**

**14. EXECUTIVE SESSION**

- a. *Considering the purchase, exchange, lease or value of real property, because an open meeting may have a detrimental effect on the negotiating position of the Board.*
  - i. *Schmidt's Farm, Prospect Street*

**15. ADJOURN**

*Note:*

*Two-Thirds Vote: requires 6 votes*

*Majority Vote: requires majority of members present and voting*

# Town of Franklin

355 East Central Street  
Franklin, Massachusetts 02038-1352



Phone: (508) 520-4949  
www.franklinma.gov

OFFICE OF THE TOWN ADMINISTRATOR

## Memorandum

December 30, 2021

To: Town Council

From: Jamie Hellen, Town Administrator  
Alecia Alleyne, Assistant to the Town Administrator

**Re: DCR Announcement**

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According to state regulation 301 CMR 51.08(1)(b), the Town is obligated to announce a parcel of land of approximately six acres in the Town of Franklin being considered by the state and that the 120 day period of notice is waived. This announcement relates to the land swap between the state and town for the enhanced recycling station and giving town land to the state forest.

This is procedural only and has no effect on the actual transaction. As the notice suggests, no formal action is required by the Council. Just the announcement and returned paperwork.

We have attached the full notification required.

Please let us know if you have any questions.

Town Council  
Town of Franklin, Massachusetts  
Municipal Building  
355 E. Central Street  
Franklin, MA 02038

Dear Councilors:

This email serves as a notice to you under 301 CMR § 51.00. **Please reply to this email with the information requested below.**

The Commonwealth of Massachusetts, acting through its Department of Conservation and Recreation (DCR) has under consideration the acquisition of an interest in approximately six acres of land, or other property interest therein, in the Town of Franklin. The property is currently undeveloped forestland. The proposed use for the property will be protected open space and as an addition to the Franklin State Forest. Attached is a locus map marked "Exhibit A" which shows the property in which DCR is interested.

The applicable regulations require the disclosure of the Commonwealth's reasons for the proposed land acquisition at a public hearing held in the city or town in which such real property is located. To comply with this requirement, we ask that the Council announce that the Commonwealth is considering this acquisition for the above-stated purposes at its next regularly scheduled meeting. The Council does not need to take any formal action on its part. Please document the announcement in the Council's meeting minutes and reply to this email by copying and pasting the statement in the box below filled out appropriately in a reply email to me:

**Certificate of Announcement pursuant to 301 CMR 51.08(2)**

DCR #P-000984, Town of Franklin

I, \_\_\_\_\_, Clerk of the Town Council of the Town of Franklin, Massachusetts, do hereby certify that on \_\_\_\_\_, 2021, it was announced at a public meeting of the Town Council that:

The Department of Conservation and Recreation may acquire an interest in a parcel of land located in Franklin as shown on the attached locus map marked as "Exhibit A" for conservation and/or recreation purposes.

Should DCR decide to pursue this acquisition, it may be necessary to complete the transaction in less than the 120-day notice period otherwise required. We therefore ask that you agree to waive the 120-day notice period, and indicate your waiver by cutting and pasting the statement in the box below filled out appropriately in a reply email to me:

**120 DAY WAIVER STATEMENT**

**DCR #P-000984, Town of Franklin**

Pursuant to 301 CMR 51.08(1)(b), I, \_\_\_\_\_, Chairman, Town of Franklin, Massachusetts, Town Council, on behalf of the Council, hereby agree to waive the 120-day notice period as required by said section as to a parcel of land of approximately six acres in the Town of Franklin, shown on Exhibit A attached hereto, in which the Department of Conservation and Recreation is considering acquiring an interest.

Should you have any questions regarding this matter, kindly contact Craig Cashman, Director of Government Affairs at [Craig.R.Cashman@mass.gov](mailto:Craig.R.Cashman@mass.gov). For your information, DCR has sent a similar notice to the Metropolitan Regional Planning Commission, Senator Rausch, and Representative Roy. Thank you for your attention to this matter.

**FRANKLIN TOWN COUNCIL  
MINUTES OF MEETING  
November 17, 2021**

A meeting of the Town Council was held on Wednesday, November 17, 2021, at the Municipal Building, 2nd Floor, Council Chambers, 355 East Central Street, Franklin, MA. Councilors present: Brian Chandler, Theodore Cormier-Leger, Robert Dellorco, Cobi Frongillo, Melanie Hamblen, Glenn Jones, Thomas Mercer, Deborah Pellegrini, Patrick Sheridan. Councilors absent: None. Administrative personnel in attendance: Jamie Hellen, Town Administrator; Mark Cerel, Town Attorney; Alecia Alleyne, Assistant to the Town Administrator.

**CALL TO ORDER:** ► Chair Mercer called the meeting to order at 7:00 PM. Chair Mercer called for a moment of silence; all recited the Pledge of Allegiance.

**ANNOUNCEMENTS:** ► Chair Mercer reviewed the following as posted on the agenda. A Note to Residents: All citizens are now welcome to attend public board and committee meetings in person. Additionally, in an effort to maximize citizen engagement opportunities, citizens will be able to continue to participate remotely via phone or Zoom. The meetings will also be live-streamed by Franklin TV and shown on Comcast Channel 11 and Verizon Channel 29. He stated that this meeting is being recorded by Franklin TV and may also be recorded by others.

**CITIZEN COMMENTS:** ► Mr. Maxwell Morrongiello, 127 Central Park Terrace, stated that he is here because at the next meeting the Town Council will have the opportunity to lower the property tax burden faced by middle and low-income families. He discussed a fixed amount exemption for single-family homes. He stated that higher income households would contribute a more equitable share. He asked that the Town Council add a motion to the agenda at the tax hearing meeting to assign a committee to study the proposal with the intention for it to be implemented the following year. He urged the Town Council to act regarding this proposal to promote equity and fairness and most importantly support a tax cut to Franklin residents who need it. ► Ms. Karen Miller, 246 Washington Street, thanked Mr. Hellen for a prompt response to her email. She stated that there are two major projects affecting her neighborhood: one on King Street and one on Washington Street. She stated that it appears there are many meetings going on regarding these projects and noted that there are two meetings scheduled for tomorrow night. She asked for coordination of the meetings so the neighbors can participate and be present. She stated that she wants to make sure everyone is aware of what is going on. She noted that with the major project on Washington Street they expect to have over 135 parking spaces. At the King Street interchange, a 30,000 sq. ft. distribution facility is proposed to be built with the expectation to have over 500 vehicle trips daily. She discussed how busy the traffic is in the area already. ► Mr. James Derick, 35 Wampanoag Drive, stated that tomorrow night there will be an event at the Franklin High School from 6 PM to 8 PM hosted by the Franklin Substance Abuse Task Force. It is a community conversation to help identify and address mental health and substance abuse among families in the community particular to the schools. There will be introduction and panel discussions. He stated that it is a great way to learn about mental health issues and ask questions.

**APPROVAL OF MINUTES:** ► *October 20, 2021.* ► **MOTION to Approve** the October 20, 2021 meeting minutes by **Dellorco. SECOND** by **Hamblen. No discussion.** ► **VOTE: Yes-9, No-0, Absent-0.**

**PROCLAMATIONS/RECOGNITIONS:** None.

**APPOINTMENTS:** None.

**HEARINGS: None.**

**LICENSE TRANSACTIONS: None.**

**PRESENTATIONS/DISCUSSIONS:** ► *Franklin Housing Authority.* ► Mr. Hellen noted that this is an item that was brought forth by a few Town Council members regarding the various resources that the Housing Authority provides. ► Housing Authority Chair George Danello and Housing Authority Agent/Executive Director Lisa Audette discussed the housing application process and what they see as a tremendous need from the community for housing. Mr. Danello noted Housing Authority member Chris Feeley and State appointed member Andrew Kepple were in the audience. Ms. Audette stated that applicants now enter the waiting list through a state system and not directly through the housing authorities through which they want to reside. As of today, there are 2,039 senior/disabled applications, 6,391 applicants for family housing, and 126 applicants for congregate housing on the waiting list. Of that, 114 senior/disabled housing applicants and 200 families are local applicants. She discussed the Champ system and how it works. She stated that the Champ system can be accessed online at Mass.gov/apply for public housing. An applicant would fill in all information and claim their preference and priority at that time. She reviewed all preferences and priorities on the application in relation to how the applicant is placed on the waiting list. For instance, she explained that Priority One is for someone who is displaced by natural forces such as a fire not due to their own negligence, Priority Four is on the list most often which is for applicants who are homeless or facing homelessness, and Priority Seven is for a standard applicant. She noted there are two preference categories: Preference One is for local residents and Preference Two is for veterans. She reviewed how the applicants are chosen from the list; she discussed people on the list who are already verified and qualified. She reviewed the annual audits by the state; she stated that waiting lists are being reviewed very closely to the point where the state looks at the application, applicant number, who was housed, and who was offered units. She stated that there is very little room to sway from the regulations. ► Town Council members asked questions. ► In response, Ms. Audette reiterated that there are 314 people on the list from Franklin. She reviewed the waiting list priorities and how an applicant can keep their placement on the waiting list. She stated that in order to try to keep Franklin people housed in Franklin, the Town can petition the state legislature to change the laws and regulations regarding public housing. ► Councilor Pellegrini asked Town Council members to start working on something like this to petition the legislature so they can take care of their own residents first. ► Mr. Cerel stated that this would require an overall amendment to current legislation. ► Mr. Hellen stated that there are two legislative routes: home rule petition and determining what bills/general legislation that was filed this session. He stated that he would reach out to Rep. Jeff Roy. Mr. Hellen noted that every town would want the same thing. He stated that this is a complicated issue. He noted that the funding for this comes from the state. ► Ms. Audette explained the process of transferring a current tenant to a different unit due to medical reasons or a smaller unit request and stated that it is an administrative transfer. Moving to a larger unit requires going on a waiting list. ► Mr. Hellen reviewed the Franklin Ridge project which is 6.5 acres of Town land donated to the Housing Affordable Trust. The Town contributed \$500,000 to the project, and staff did the work to get it permitted through the ZBA. It is 60 units of senior housing for Town of Franklin; it is a \$25 million project. Mr. Hellen stated that he had a complete study done of all public land in Franklin that could be put forth to housing. There are 3.25 acres of property on the town line near Wrentham on Washington Street. He stated that through the CPA, he will hire a consultant to essentially plan out the two pieces of land for the feasibility of doing another eight units of housing there. He noted that there is not much else for land available in Town. He stated that at the end of the day, it comes down to money. He explained that the state and federal level need to allocate more money to housing. ► Ms. Audette stated that Franklin is a desirable location due to the train station and schools; it is a warm and inviting community. She does not know where the people who list Franklin as their preferred location are coming from. She confirmed that there is no answer as to how long it will take someone on the list to get housing. ► Mr. Hellen stated that there is always an opportunity for the private sector to be involved in

housing construction. There are opportunities for in-kind donations. ► Councilor Jones asked for some logical, viable, next steps to solve this problem. He stated that he would like to see more discussion on this at a subcommittee level. ► Ms. Audette reviewed that the Franklin Housing Authority has 218 units in total. She explained how the list of applicants is pulled and the process to be followed when there is an opening. She reviewed funding priorities; buildings must be taken care of to protect the inside. They apply for every grant and program available. She reviewed the ages of the affordable housing units in Franklin and the cost of upkeep and needed renovations; they have a long list of needs. ► Mr. Cerel stated that the Housing Authority is a state agency; they are not a local agency. They are governed by the state statute and regulations. Construction costs are staggering. The driver has to be the state and federal programs to provide the funds to construct significant housing. ► Mr. Maxwell Morrongiello, 127 Central Park Terrace, stated that the town of Boxboro has a voucher, rental assistance program that is funded by the Community Preservation Act. He asked if that is something that Franklin could do. ► Mr. Hellen stated that on January 4 & 8, 2022, the CPA will have their first two public hearings for people to bring their ideas forth. He stated that vouchers are certainly eligible under CPA. He stated a cautionary note that the voucher program is not a mechanism to increase units; it is a method to subsidize low-income individuals. ► Chair Mercer thanked the presenters for their presentation.

#### **SUBCOMMITTEE REPORTS:**

- a. **Capital Budget Subcommittee.** ► None.
- b. **Budget Subcommittee.** ► None.
- c. **Economic Development Subcommittee.** ► None.

#### **LEGISLATION FOR ACTION:**

**Note:** Two-Thirds Vote requires six votes; Majority Vote requires majority of members present and voting.

- a. **Resolution 21-68: Gift Acceptance - Veterans' Dept (\$1,000), Historical Commission (\$100) (Motion to Approve Resolution 21-68 - Majority Vote).** ► Councilor Jones read the resolution. ► **MOTION to Approve** Resolution 21-68: Gift Acceptance - Veterans' Dept (\$1,000), Historical Commission (\$100) by **Dellorco. SECOND** by **Hamblen.** ► Mr. Hellen thanked the donors. He introduced Veterans' Services Officer Shannon Nisbett. ► Mr. Richard Gately, President of the Elks Riders; Mr. Paul Fiorio, Vice President of the Elks Riders; and Mr. Matt Vance, Sergeant of Arms of the Elks Riders, addressed the Town Council. ► Mr. Gately explained that the Elks Riders have their own chapter under the Elks. He explained that they had a run this year and decided to donate to the Franklin Veterans. He noted that they contribute to other charities, as well. He looks forward to working with Ms. Nisbett to make future donations. ► Mr. Fiorio stated that he has been a member of the Elks for 27 years. He stated that the Elks Riders have made contributions to Franklin Veterans for many years. ► Ms. Nisbett thanked the Elks Riders for their generous donation to Franklin Veterans. ► **VOTE: Yes-9, No-0, Absent-0.**
- b. **Resolution 21-69: General Funds Appropriation, Transfers and Adjustments FY22 (Motion to Approve Resolution 21-69 - Majority Vote).** ► Councilor Jones read the resolution. ► **MOTION to Approve** Resolution 21-69: General Funds Appropriation, Transfers and Adjustments FY22 by **Dellorco. SECOND** by **Hamblen. Discussion:** ► Mr. Hellen stated that the budget is predicated on a series of revenue and expenditure assumptions. He stated that annually in November, after state aid is done, a quarter of the year with revenue is done, and unforeseen expenses or revenues are determined, he comes back to do a budget amendment. He reviewed the list of expenditures as outlined in his November 8, 2021, memo to the Finance Committee which was provided in the Town Council's meeting packet. He noted that the next resolution regards cannabis fees. He stated that regarding the host community agreement funds, there is no state regulation or guidance directed to municipalities on how they are to process incoming revenues and the expenditures. It has been an evolving situation for years. In the

interim, there are two stores in Franklin that are licensed. Therefore, they are having a resolution to accommodate for those revenue sources. He stated that the second resolution is on the expenditure of those resources. ► Councilor Jones clarified that new Town Council members could vote on this resolution. ► Mr. Hellen stated that there are no savings from the Davis Thayer School closing because it is under the School Department. Most of the savings were reallocated throughout the school district. Regarding facilities upkeep for the school, this was already budgeted in the Town budget. He noted it was a unanimous vote for these appropriations and transfers from the Finance Committee. ► **VOTE: Yes-9, No-0, Absent-0.**

- c. ***Resolution 21-70: Appropriation of Cannabis Fees (Motion to Approve Resolution 21-70 - Majority Vote).*** ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-70: Appropriation of Cannabis Fees by Dellorco. SECOND by Hamblen. Discussion:** ► Mr. Hellen explained that the Town has two active host community agreements for a total of \$600,000 which will be appropriated as follows: \$300,000 for Washington Street/Grove Street intersection, \$125,000 for drug interdiction, and \$175,000 for SAFE Coalition. ► Councilor Dellorco noted from the news that there were over 100,000 deaths last year from drug overdoses. He said the SAFE Coalition will be thankful for the money. ► Mr. Hellen reviewed that the host community agreement funds are earmarked for impacts of the facilities; however, the state has not really defined impacts. He noted that impacts are anticipated before they are actually there. He noted that the owners of Botera have stated that they would like to work with the SAFE Coalition. He noted that both businesses have been great in working with the community. ► Councilor Dellorco recused himself from the vote. ► **VOTE: Yes-8, No-0, Absent-0, Abstain-1.**
- d. ***Resolution 21-71: Appropriation to Pay Prior Years' Bills (Motion to Approve Resolution 21-71 - 2/3 Majority Vote).*** ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-71: Appropriation to Pay Prior Years' Bills by Dellorco. SECOND by Hamblen. Discussion:** ► Mr. Hellen stated that this is a housecleaning item; it is required by state law. He stated that it was a unanimous vote by the Finance Committee. ► **VOTE: Yes-9, No-0, Absent-0.**
- e. ***Resolution 21-72: Order of Taking Approximately Seventy (70) Acres of Unimproved Land Off Maple Street (Motion to Approve Resolution 21-72 - 2/3 Majority Vote).*** ► Councilor Jones began to read the resolution. ► **MOTION to Waive the reading by Hamblen. SECOND by Dellorco. No discussion.** ► **VOTE: Yes-9, No-0, Absent-0.** ► **MOTION to Approve Resolution 21-72: Order of Taking Approximately Seventy (70) Acres of Unimproved Land Off Maple Street by Dellorco. SECOND by Hamblen. Discussion:** ► Mr. Hellen stated that the vote is the final step required to ensure a good title for the Maple Hill property. ► Mr. Cerel stated that prior to his arrival it was the practice of the Town on significant land acquisitions to do a confirmatory taking to make sure the title is good and clear. ► **VOTE: Yes-9, No-0, Absent-0.**
- f. ***Resolution 21-73: Acceptance of Open Space, Access and Parking Easements at Brookview Condominium Located Off Pond Street (Motion to Approve Resolution 21-73 - Majority Vote).*** ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-73: Acceptance of Open Space, Access and Parking Easements at Brookview Condominium Located Off Pond Street by Dellorco. SECOND by Hamblen. Discussion:** ► Mr. Hellen reviewed that the acceptance of this open space and easements relate to the property off Pond Street (the old town sewer beds) that were sold and converted to townhouses several years ago. The open space is around the perimeter of the property and includes a small viewing and parking area of the adjacent Mine Brook. He stated that Town staff confirmed the work was completed as described. ► Mr. Cerel stated that this is a first step; there should be a conservation restriction on the land that is still being worked on. ► **VOTE: Yes-9, No-0, Absent-0.**

**TOWN ADMINISTRATOR'S REPORT: None.**

**FUTURE AGENDA ITEMS:** ► Councilor Frongillo stated that he would like to take a look at what Mr. Maxwell Morrongiello brought up at the beginning of the meeting. ► Councilor Cormier-Leger asked for a follow-up regarding the issues at the high school that were brought up at the last meeting. ► Mr. Hellen stated that all questions relating to the School Department have to go through the School Department, School Committee, or Superintendent. ► Councilor Jones stated that he would like to continue the discussion on the housing.

**COUNCIL COMMENTS:** ► Councilor Cormier-Leger stated that he attended the Veterans Day celebration at the Senior Center; it was a good event. He congratulated the varsity football team. He gave condolences to the Flaherty and Van Buren families. ► Councilor Chandler noted that Rep. Jeff Roy helped pass the genocide education act. ► Councilor Pellegri stated that the Veterans Day lunch was wonderful. She stated that regarding the problems at the high school, she thinks the Town Council members have a right to say something about them because they are in charge of the budget. She stated that if this is creating a problem in the budget money-wise, then it has to be brought forward. She stated that as an elected official, she needs to know what is going on. She stated that this is criticism to the group that is doing the vandalism. She stated that Michael D'Angelo is looking into things as far as with the cameras. ► Councilor Frongillo stated that the Strong Towns event was well attended. He noted that office hours are at 8:30 AM tomorrow at the Senior Center. ► Councilor Hamblen thanked everyone that had anything to do with the veterans' luncheon event. She stated that this Saturday volunteers can to help green up the downtown area bridges. She stated this Saturday is the first Winter Farmers' Market at Fairmount Fruit Farm. She wished everyone a wonderful Thanksgiving. ► Councilor Jones stated that the Veterans Day event was very well done. He congratulated the Franklin High School theater performing group for their three showings of Mamma Mia. He congratulated the football team. ► Councilor Dellorco gave kudos to the Franklin football team. He wished everyone a happy Thanksgiving. ► Chair Mercer stated the Veterans Day lunch was a wonderful event. He wished everyone a happy Thanksgiving.

**EXECUTIVE SESSION:** None.

**ADJOURN:** ► **MOTION to Adjourn by Dellorco. SECOND by Jones. No Discussion. ► VOTE: Yes-9, No-0, Absent-0.**

**Meeting adjourned at 9:10 PM.**

Respectfully submitted,

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Judith Lizardi  
Recording Secretary

**FRANKLIN TOWN COUNCIL  
MINUTES OF MEETING  
December 1, 2021**

A meeting of the Town Council was held on Wednesday, December 1, 2021, at the Municipal Building, 2nd Floor, Council Chambers, 355 East Central Street, Franklin, MA. Councilors present: Brian Chandler, Theodore Cormier-Leger, Robert Dellorco, Cobi Frongillo, Melanie Hamblen, Glenn Jones, Thomas Mercer, Deborah Pellegrini, Patrick Sheridan. Councilors absent: None. Administrative personnel in attendance: Jamie Hellen, Town Administrator; Mark Cerel, Town Attorney; Alecia Alleyne, Assistant to the Town Administrator.

**CALL TO ORDER:** ► Chair Mercer called the meeting to order at 7:00 PM. Chair Mercer called for a moment of silence; all recited the Pledge of Allegiance.

**ANNOUNCEMENTS:** ► Chair Mercer reviewed the following as posted on the agenda. A Note to Residents: All citizens are now welcome to attend public board and committee meetings in person. Additionally, in an effort to maximize citizen engagement opportunities, citizens will be able to continue to participate remotely via phone or Zoom. The meetings will also be live-streamed by Franklin TV and shown on Comcast Channel 11 and Verizon Channel 29. He stated that this meeting is being recorded by Franklin TV and may also be recorded by others. ► Chair Mercer announced the following subcommittee appointments and board appointment. He noted that he is appointing vice chairs to the subcommittees this year.

**Budget Subcommittee**

- Chair – Thomas Mercer
- Vice Chair – Brian Chandler
- Members – Melanie Hamblen and Cobi Frongillo

**Capital Budget Subcommittee**

- Chair – Deborah Pellegrini
- Vice Chair – Robert Dellorco
- Members – Brian Chandler and Theodore Cormier-Leger

**Economic Development Subcommittee**

- Chair – Melanie Hamblen
- Vice Chair – Cobi Frongillo
- Members – Glenn Jones and Patrick Sheridan

**Rules of Procedure Subcommittee**

- Glenn Jones
- Deborah Pellegrini
- Thomas Mercer

**Franklin's Board member on the GATRA Board**

- Deborah Pellegrini

**CITIZEN COMMENTS:** None.

**APPROVAL OF MINUTES:** None.

**PROCLAMATIONS/RECOGNITIONS:** None.

**APPOINTMENTS:** None.

**LEGISLATION FOR ACTION:**

**Note:** Two-Thirds Vote requires six votes; Majority Vote requires majority of members present and voting.

- g. Resolution 21-80: Cable Funds in Support of PEG Service and Programming per MGL Ch. 44, §53F3/4 (Motion to Approve Resolution 21-80 - Majority Vote).** ► Councilor Jones read the resolution. ► **MOTION to Approve** Resolution 21-80: Cable Funds in Support of PEG Service and Programming per MGL Ch. 44, §53F3/4 by **Dellorco. SECOND** by **Hamblen. Discussion:** ► Mr. Hellen stated that this is the quarterly revenue that they are required to accept by state law that goes to Franklin TV. ► Councilor Pellegri stated that none of this money can be used to help residents with their bills. ► **VOTE: Yes-9, No-0, Absent-0.**
- h. Resolution 21-81: Gift Acceptances - Veterans' Services Department (\$1,215) and Agricultural Commission (\$200) (Motion to Approve Resolution 21-81 - Majority Vote).** ► Councilor Jones read the resolution. ► **MOTION to Approve** Resolution 21-81: Gift Acceptances - Veterans' Services Department (\$1,215) and Agricultural Commission (\$200) by **Dellorco. SECOND** by **Hamblen. Discussion:** ► Mr. Hellen thanked the donors for their donations. He thanked all those who responded for their generosity. ► **VOTE: Yes-9, No-0, Absent-0.**

**HEARINGS: 7:10pm. Franklin Tax Classification Hearing - Legislation for Action Items: a, b, c, d, and e.** ► Chair Mercer opened the public hearing. ► Mr. Hellen reviewed that all the information for this hearing is provided in the Town Council's meeting packet which is available on the Town website. The hearing is required by Massachusetts law for the Town Council to set the FY22 tax rate. He noted the proposed tax rate is dropping from \$14.65 in FY21 to \$14.05 in FY22. The residential single-family property assessment has increased 7 percent from \$473,300 to \$506,800. He thanked the Board of Assessor's and assessing staff. He stated that Kevin Doyle, Director of Assessing, and Christopher Feeley, Chair, Board of Assessors, will give a presentation. ► Mr. Doyle reviewed the following: new growth regarding its role and where it's coming from; levy limit component discussion; median (middle) single-family valuation and tax; and classification options with perspective on single versus split tax rate. He reviewed that the addition to the tax levy through new growth includes new buildings, additions to buildings, renovations, and divisions of land; these are major sources of revenue. Once certified, this amount has been added to this year's levy. He reviewed the levy limit which for FY21 was approximately \$80.7 million. From the required calculations, the FY22 maximum allowed levy is approximately \$87.7 million. He stated that the median single-family valuation for FY22 is \$470,800. He reviewed the approximately 80/20 split for residential/commercial. He stated that there has been some growth in the commercial/industrial/personal property sector. He reviewed the Share Percentages chart showing the various shift scenarios in 5 percent increments from no shift which is a residential factor of 1 to 150 percent. ► Ms. Jane Callaway-Tripp, 607 Maple Street, confirmed that as the value of homes has gone up, even though the tax rate is going slightly down, a homeowner will pay more in taxes. Using her home as an example, she explained that her home has not been updated in 20 years. She stated that when her mother passed away, she had to have the house valued based on the current condition and everything in the house, and she had to get the appraisal amount. She stated that the value that her house is being valued at by the Town is much higher than what it was appraised at over one year ago. She asked how the Town is appraising everyone's home when no one is actually coming in and appraising the home. She stated that she could not sell her house for what it is being appraised for by the Town. She stated that as such, her taxes are going up well over \$6,000. ► Mr. Feeley stated that they do not physically go to everyone's home every year. There are certain things about homes that are used in the valuation. If a person has a question about their property, they will send someone out to that particular property to address that. He explained the calculation to determine the tax rate. If the home values go up by more than 2.5 percent, the tax rate will go down. He explained how a resident can file for an abatement of taxes through the Assessor's Office. Once they have the application, they would physically go see the home. A determination would be

made, then the Board would vote on that. ► Mr. Maxwell Morrongiello, 127 Central Park Terrace, asked about the residential exemption regarding how it would be applied. ► Mr. Feeley stated that if the residential exemption were applied, it would change the rate in that class of property only. ► Mr. Cerel confirmed there is a specific time period to file for an abatement. ► Town Council members made comments. ► Councilors indicated that they were in favor of a single tax rate. ► Chair Mercer declared the public hearing closed.

**LEGISLATION FOR ACTION (continued):**

- a. **Resolution 21-74: Tax Classification Residential Factor (Motion to Approve Resolution 21-74 - Majority Vote).** ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-74: Tax Classification Residential Factor that the Residential Factor will be set at 1.000000 by Dellorco. SECOND by Hamblen. No discussion. ► VOTE: Yes-9, No-0, Absent-0.**
- b. **Resolution 21-75: Tax Classification Open Space Exemption. (Motion to Approve Resolution 21-75 - Majority Vote).** ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-75: Tax Classification Open Space Exemption that there not be an exemption for open space by Dellorco. SECOND by Hamblen. Discussion: ► Mr. Hellen stated that open space is land that nothing is on. ► VOTE: Yes-9, No-0, Absent-0.**
- c. **Resolution 21-76: Tax Classification Small Business Exemption (Motion to Approve Resolution 21-76 - Majority Vote).** ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-76: Tax Classification Small Business Exemption that there not be an exemption for small businesses by Dellorco. SECOND by Hamblen. No discussion. ► VOTE: Yes-9, No-0, Absent-0.**
- d. **Resolution 21-77: Tax Classification Residential Property Exemption (Motion to Approve Resolution 21-77 - Majority Vote).** ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-77: Tax Classification Residential Property Exemption that there not be an exemption for residential properties by Dellorco. SECOND by Hamblen. Discussion: ► Mr. Maxwell Morrongiello, 127 Central Park Terrace, stated that he was continuing to ask for a residential property tax exemption for next year. He stated that this would provide a tax cut to those who need it most; it would make the tax code more progressive. ► VOTE: Yes-9, No-0, Absent-0.**
- e. **Resolution 21-78: Tax Classification Senior Means Tested Exemption (Motion to Approve Resolution 21-78 - Majority Vote).** ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-78: Tax Classification Senior Means Tested Exemption that there not be an exemption for senior means tested by Dellorco. SECOND by Hamblen. No discussion. ► VOTE: Yes-9, No-0, Absent-0.**
- f. **Resolution 21-79: Town Council 2022 Meeting Calendar (Motion to Approve Resolution 21-79 - Majority Vote).** ► Councilor Jones read the resolution. ► **MOTION to Approve Resolution 21-79: Town Council 2022 Meeting Calendar by Dellorco. SECOND by Hamblen. No discussion. ► VOTE: Yes-9, No-0, Absent-0.**

**LICENSE TRANSACTIONS: None.**

**PRESENTATIONS/DISCUSSIONS: ► Snow Removal: Robert “Brutus” Cantoreggi, Director of Public Works.** ► Brutus Cantoreggi, Director of Public Works; Carlos Rebelo, Highway & Grounds Superintendent; and Tony Brunetta, Assistant Highway & Grounds Superintendent, addressed the Town Council. ► Mr. Cantoreggi narrated a slideshow presentation which was provided in the Town Council’s meeting packet. He reviewed that the snow removal priorities were roadways, public buildings/schools, and sidewalks. He reviewed that their goals include to always be prepared, respond with the appropriate resources in a timely

manner, ensure that emergency vehicles can always respond during snow/ice events, and have all roadways cleared, i.e., showing some asphalt, less than one inch of snow and ice within four hours of the end of the storm. He reviewed the FY21 approved budget of \$1,056,500.00 with \$375,500.00 for road treatments salt. He noted that salt is now \$65 per ton; it was \$45 per ton last year. He stated that the mixing rate is 100 percent salt. He discussed that using the five-truck route costs \$9,640.00 versus treating the whole Town which costs \$31,620.00. This saves money and less salt is used. He discussed the environmental concerns of rising salt levels in the water supply. DEP recommends less than 20 ppm. In 2021, at Well #3 Grove Street, it is at 66.0 ppm. He stated that with 35 pieces of DPW equipment on the road at one time, the DPW employees' cost is \$1,537.50 per hour. He reviewed that they have 80 pieces of hired equipment; the contractors' cost for this is \$9,450.00 per hour. He reviewed that there is a labor/contractor shortage; there are no drivers. The effect of this includes longer timetable to clear roads, more delays/cancellation of schools, longer time to clear sidewalks, extended time to fix missed areas, clear corners, etc., downtown snow removal delays, and delays in repairing potholes/other work. He discussed the challenges of clearing over 35 miles of sidewalks identified for snow removal operations including school walking routes, downtown areas, and high traffic/speed routes. Items that can affect response time include timing of storm (day of week, hour of day), duration of storm, amount and type of precipitation, temperature during storm, weather pattern such as warm to cold or cold to warm, frost in/on ground, month of storm, and recent storm activity. He reviewed the Town bylaw that pushing or putting snow into the road is not allowed. He reviewed the winter storm overnight parking ban Town bylaw: The parking of any motor vehicle within the layout or right-of-way of any public street or any roadway open to the public is prohibited between the hours of 1:00 a.m. and 5:00 a.m. while a winter storm parking ban is in effect. He noted that due to the safety of employees and residents, DEP regulations, and liability issues, there is no salt available at the DPW yard. He stated that DPW does not clear fire hydrants, and he asked residents to clear the hydrants. He discussed the mailbox reimbursement policy of up to \$45 if a resident's mailbox is knocked over, and that basketball hoops are not allowed in the public right of way. He reviewed the most common complaints of citizens regarding snow/snow removal. ► Town Council members asked questions. ► In response, Mr. Cantoreggi discussed the prioritization of clearing roads before sidewalks because the roads need to be cleared for emergency vehicles. As well, operationally, when clearing the roads, snow goes onto the sidewalks making it difficult to clear roads and sidewalks at the same time. To do so, would be at a greater expense. He discussed that at the end of the snow season he fills up the salt shed so it is ready for the following snow season. He stated that he estimates 5,600 tons of salt. ► Mr. Hellen thanked the presenters and DPW staff. He stated the difficulty in getting drivers and parts is real. He stated they appreciate the residents' patience.

#### **SUBCOMMITTEE REPORTS:**

- a. **Capital Budget Subcommittee.** ► None.
- b. **Budget Subcommittee.** ► None.
- c. **Economic Development Subcommittee.** ► None.

**TOWN ADMINISTRATOR'S REPORT:** ► Mr. Hellen stated that it was one year ago this month that National Grid was at a Town Council meeting and they made a series of commitments. He stated that this past week he received the pole petition from National Grid to install a new pole on Grove Street which is the last piece of those commitments made one year ago. This is the pole that will have the technology to detect the power outages and send that information to National Grid at a faster rate. He gave a shout-out to National Grid as there have been fewer outages during high wind storms in the past year.

**FUTURE AGENDA ITEMS:** None.

**COUNCIL COMMENTS:** ► Councilor Cormier-Leger reminded residents to check their electricity bill to make sure they are opted in to the program as it will save them money on electricity. If there are any

questions, contact the Town Administrator's office for more information. He thanked the youth hockey team and DPW for the decorations on the Town Common. He noted thanks for the festivities that were held on the Town Common. He noted a directory that lists all non-profits if someone is looking for opportunities to give or get involved. ► Councilor Chandler gave condolences to the family of Philip Gelineau. He stated that the Red Brick Schoolhouse is looking worse. ► Mr. Hellen stated that the schoolhouse has lead paint. If it is going to be restored, the woodwork and repairs will require the lead paint to be removed. They have hired a designer to do the work to remove the lead paint. They are getting cost estimates. He stated this should be a high priority for CPA. It will take a long time and specific techniques to preserve the building. He stated they are open to feedback and comments on this. ► Councilor Pellegrini stated that she thought things would have been going on faster regarding the schoolhouse. She asked about grants. She noted the museum gift store has many gifts. She invited seniors on the third Thursday of the month to come to the Senior Center and fill her in on how the bus is working. She gave condolences to the family of Philip Gelineau. ► Mr. Hellen stated that regardless of the source of the funds, the ability to get a contractor onsite is almost impossible, especially with that type of specialty. ► Councilor Sheridan confirmed that the entire Red Brick Schoolhouse was lead paint. ► Councilor Frongillo stated that next Wednesday at 6 PM at the Black Box the Franklin Freedom team is working with some high school groups to put together an open mike night in the name of Love Franklin; they are inviting people to share their stories and art. He stated that Franklin First gift cards are available. ► Councilor Hamblen agreed that electricity has not been lost as often in the past year. She thanked all those involved in decorating the bridge. She wished her father happy 96<sup>th</sup> birthday. She stated that she has been asked to participate in the Massachusetts Municipal Association's councilor training; she will be representing Franklin on a panel. She noted the Winter Farmers' Market from 10 AM to 2 PM on Saturday. ► Councilor Dellorco stated that the museum will be open Saturday from 10 AM to 1 PM and Sunday from 1 PM to 4 PM. He gave condolences to the families in Michigan regarding the high school shooting. He stated that Phil Gelineau will be greatly missed. ► Chair Mercer stated that Phil Gelineau will be sadly missed.

**EXECUTIVE SESSION:** ► *Considering the purchase, exchange, lease or value of real property, because an open meeting may have a detrimental effect on the negotiating position of the Public Body.* ► Chair Mercer so declared that the Town Council needs to meet in executive session for the purpose of considering the purchase, exchange, lease or value of real property, because an open meeting may have a detrimental effect on the negotiating position of the Board.

► **MOTION to Enter** executive session for the purpose of considering the purchase, exchange, lease or value of real property, because an open meeting may have a detrimental effect on the negotiating position of the Board, and the Chair has so declared, and the open meeting will not reconvene at the conclusion of the executive session by **Jones. SECOND** by **Hamblen. No Discussion.** ► **ROLL CALL VOTE: Chandler-YES; Cormier-Leger-YES; Dellorco-YES; Frongillo-YES; Hamblen-YES; Jones-YES; Mercer-YES; Pellegrini-YES; Sheridan-YES.** ► **VOTE: Yes-9, No-0, Absent-0.**

*Open Session ended at 9:00 PM.*

Respectfully submitted,

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Judith Lizardi  
Recording Secretary

# Town of Franklin

355 East Central Street  
Franklin, Massachusetts 02038-1352



Phone: (508) 520-4949  
www.franklinma.gov

OFFICE OF THE TOWN ADMINISTRATOR

## Memorandum

December 30, 2021

To: Town Council

From: Jamie Hellen, Town Administrator  
Alecia Alleyne, Assistant to the Town Administrator

Re: **2022-2023 Town Council & Town Administration Biennial Goals**

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Attached is a draft of the proposed 2022-2023 biennial goals for the Town Council and Town Administration. These goals represent the high level projects from the organization. As you can see, the list is very long already and will need to be prioritized. We look forward to the discussion and are excited to continue the great work of the town staff!

## **DRAFT**

### **2022-2023 Town Council and Town Administration Goals**

#### **Fiscal**

- Approve annual operating budget for FY23 and FY24.
- Approve annual capital budget for FY22 and FY23.
- Review annual financial audit and OPEB actuarial.
- Manage federal stimulus revenues and expenditures through December 31, 2024.
- Review & approve biennial Town Finance Policies.
- EPA Stormwater program implementation.
- Support the Community Preservation Master Plan development.
- Support collective bargaining 2022-2025.
- Implement recommendations in the Compensation and Classification study of nonunion employees.
- Discuss the role and committee charge of the Joint Budget Subcommittee with the Finance Committee and School Committee.

#### **Economic & Community Development (To the EDC)**

- Facilitate the “Franklin For All” Downtown Franklin and Franklin Crossing zoning diagnostics study and implement the studies’ recommendations.
  - The EDC will serve as members of the The “EDC+ Steering Committee” with two members of the Planning Board and one member of the ZBA.
- Revise the public downtown parking lots bylaw.
- Review sidewalk snow removal bylaw.
- Implement housing production plan recommendations.
- Consider policy development on the redevelopment of North Grove Economic Development Area (aka Nu style).
- Facilitate a branding & marketing analysis.
- Support the process toward a new town Master Plan beginning in 2023.
- Research changes to the home occupation business bylaw.
- Review the marijuana overlay district.
- Support a process to update the Open Space Plan, which expires in 2023.
- Review the cell phone tower overlay district and consider a 5G local permitting bylaw.
- Further “lot line cleanups” project.

#### **DPW**

- Design beaver street interceptor & file SRF application for the project.
- Manage federal ARPA funds.
- Support the Grove Street construction and MassWorks grant implementation.
- Implement MS4 permit stormwater program implementation.
- Continue Implementing the 5-year Water Main plan.
- Complete Streets grant implementation.
- Develop a maintenance plan for town trails.
- Complete trail work on the SNETT relative to the finalizing the land swap with the state DCR.

## **DRAFT**

- Begin the process to develop a solid waste master plan in 2023.
- Develop Water Tank Analysis Master Plan.
- Discuss a Sidewalk Master Plan.
- Discuss finance for current infrastructure assets: roads, parking lots, sidewalks maintenance.
- Study the potential for a Quiet Zone on the Franklin commuter rail line.

### Facilities

- Restore the cupola in the Franklin Historic Museum.
- Rehabilitate the Red Brick Schoolhouse.
- Establish a working group committee for a new Police Station.
- Consider a committee for the reuse of the Davis-Thayer School.

### General Government

- Continue to manage the COVID-19 pandemic.
- Continue to accept public ways.
- Continue to implement “Green Community” goals with the [Energy Reduction Plan](#).
- Begin Decommission process on Spring Street as part of Franklin State Forest and SNETT improvements 2023.
- Review a revision to the demolition delay bylaw.
- ICMA citizen satisfaction survey (pending Town Administrator membership to ICMA). 2023-2024.

### Presentations

- Human Resources department and town benefits presentation.
- Department of Public Works budget presentation.
- Town Charter review presentation by Town Administrator and Town Attorney.
- Franklin Historic District presentation.
- Charles River Pollution Control District presentation.
- Metacomet Public Health Alliance presentation.

# Town of Franklin

355 East Central Street  
Franklin, Massachusetts 02038-1352



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[www.franklinma.gov](http://www.franklinma.gov)

OFFICE OF THE TOWN ADMINISTRATOR

## Memorandum

December 30, 2021

To: Town Council

From: Jamie Hellen, Town Administrator  
Alecia Alleyne, Assistant to the Town Administrator

Re: **Resolution 22-01: Gift Acceptance - Franklin Public Library**

---

The Franklin Public Library has received an exceptionally generous donation in the amount of \$65,500 from the Franklin Library Association. This donation will be allocated towards the full restoration of the Delivery Room as proposed by John Canning & Company and restoration of Historical Manuscripts to be done by NEDCC.

We would like to thank the Franklin Library Association for their continued support and exceptionally generous donation to the Franklin Public Library. The Public Library would simply not be what it is today without their consistent and incredible support.

If you have any additional questions please feel free to ask.



**Franklin Library Association**  
430 Franklin Village Drive, PMB# 300  
Franklin, MA 02038

*An investment in knowledge always pays the best interest.*

December 21, 2021

Franklin Public Library  
c/o: Felicia Oti, Director  
118 Main Street  
Franklin, MA 02038

Hello Felicia,

The *Franklin Library Association* held its Annual Meeting in early October to discuss the Art Restoration and Historical Manuscript projects submitted by Vicki Earls. The board was impressed with the level of detail in the descriptions for each of the proposed projects and estimated restoration costs. The board has approved the amount of \$65,500 with restrictions for the restoration of the following projects:

- Delivery Room – full restoration (refer to John Canning, Budget R2, August 24, 2021)
- Historical Manuscripts – full restoration to **Notes of Franklin History, Account Book of Timothy Rockford, Franklin, Mass. 1803-1826, Records of the Fire District, Franklin, Mass. 1868 -1917** (refer to Proposal submitted by Vicki Buchanio Earls, August 8, 2021)

The association added 10% to the total cost estimate based on the higher cost base for each project. The FLA request the library provide us with a copy of the final cost for all projects for our records.

The association is honored to be part of this expansive restoration project in the preservation of the *Delivery Room* and restoration of the *Historical Manuscripts*. The *Franklin Public Library* continues to be a treasure to the town and community. We look forward to a list of new projects for next year.

With kind regards,

Scott F. Nolan  
President FLA

Cc: Proposal dated 8/6/2021 – FLA Approval for restoration of Historical Manuscripts  
Art Restoration Proposal – FLA Approval for Full restoration of Delivery Room  
John Canning Proposal -Delivery Room Murals by Henry A. Gallison (8/24/2021)

# Art Restoration Proposal

## Introduction

The long-term goal for the Franklin Public Library is to restore the Gallison/Juglaris design of the Reading Gallery, the Delivery Room & Memorial Hall back to their original motifs. To date, we have had a study done by art & architecture restoration experts, some of the best in their fields, to determine the correct way to accomplish this goal.

The cost to remove layers of paint and years of previous "restorations" (that were, in many cases, sub-standard or damaging) is in the millions of dollars. Our best option is to clean the paintings that require cleaning, do whatever restoration may be needed, and to repaint the walls, ceilings and decorative plaster to reinstate the historic colors and designs. Paint samples have been taken in a dozen locations throughout the three spaces, colors analyzed, structural soundness and restoration needs of the artwork have been assessed. We asked for the project, which in total will cost between \$567,000 - 597,000, to be broken down into smaller bites, room by room, so that we could complete the project over time, minimizing disruption and ensuring the final result will be worthy of Gallison's brilliant vision and the building's true grandeur.

The Franklin Library Association's intimate links to the institution, the Ray family and the majestic building they gifted to us, would make support of this effort especially appropriate and meaningful.

## Projects

Delivery Room (Approve 10/6/21/21) (FD)  
This room only requires art conservation/cleaning. The room itself is all glass and mahogany and the only paint is in the Deserts of the World oil paintings by H.H. Gallison. The desert paintings have never previously been cleaned or restored.

Cost of this project: \$37,800 - 41,040

Memorial Hall N/A  
Reinstate the historic color scheme and decoration at the walls, decorative moldings and ceiling, clean and restore the painting "Morning" by Gallison (large painting over staircase). Clean and restore Juglaris friezes "Hours of the Day"

Cost of this entire project: \$185,760 - 200,880

Only cleaning & conservation of Gallison painting: \$12,960 - \$15,120

Only cleaning & conservation of Juglaris friezes: \$54,000 - \$58,320

Reading Gallery N/A  
Prepare, and reinstate the historic color scheme and decoration at the walls & ceilings. Includes polychroming, and restoration of the Greek Key. This is a big undertaking, cleaning & conservation on the entire mural, lots of color changes, color mixing, includes the dome ceiling, miles of decorative plasterwork, and careful repainting of the double Greek key.

Cost of this entire project: \$343,400 - \$354,240



## BUDGET R2

**FROM:** David Riccio, John Canning & Co., Ltd.  
**TO:** Felicia Oti, Franklin Public Library  
118 Main Street, Franklin, MA 02038  
**RE:** Franklin Library, Reading Room Restoration & Mural Conservation  
**DATE:** August 24, 2021

---

- SCOPE:** The scope of work is limited to the following:
- Reinststate the historic color palette in the Reading Room and Memorial Hall at the walls, ceiling, and ornamental plaster features per the microscopy analysis and on site exposures.
    - o A large scale mockup is recommended to review color selection in situ and make necessary adjustments as required for updated lighting, etc. This will also provide additional benefit for fundraising purposes and information for community support.
    - o A larger exposure at the Greek Key border will be executed to further clarify the detail and colors of the decoration.
  - Repair damage and loss at ornamental frame in Memorial Hall, as required, to blend originally with the surrounding ornament. Clean, conserve, and inpaint to blend with the historic finish.
  - **Photo-document the condition of the murals, before, during and after treatment with high resolution digital images. Documentation and conservation treatment will include the following murals:**
    - o *Memorial Hall (entrance) Frieze Murals by Tommaso*
    - o *Reading Room Classical Murals by Tommaso Juglaris*
    - o ***Book Delivery Room Murals by Henry H. Gallison***
    - o *Village Landscape by Henry H. Gallison*
  - Where necessary, stabilize and consolidate areas of friable and flaking paint with an appropriate conservation grade adhesive.
  - Surface clean the murals and painting with aqueous cleaning solutions.
  - Rinse paint surfaces with distilled water to remove grime and cleaning solution residues.
  - Where necessary, remove discolored overpaint with appropriate solvent mixtures.
  - Fill and retouch losses and abrasions with conservation grade pigments.
  - If required, apply a thin mate, non-yellowing varnish layer to protect the murals from accumulations of dust and grime.
  - Provide the client with written report and treatment images.



**JOHN CANNING**  
PERFECTING PRESERVATION™

**Painting & Decorative Painting Budgets:**

**Reading Room:** **\$216,000.00 - \$221,400.00**  
Prepare, and reinstate the historic color scheme and decoration at the walls & ceilings. Includes polychroming, and restoration of the Greek Key.

**Memorial Hall:** **\$118,800.00 - \$127,440.00**  
Prepare, and reinstate the historic color scheme and decoration at the walls, entablature & ceilings.

**Mural Conservation Budgets**

<i>Memorial Hall (entrance) Frieze Murals</i> by Tommaso Juglaris:	<b>\$54,000.00 - \$58,320.00</b>
<i>Reading Room Classical Murals</i> by Tommaso Juglaris:	<b>\$127,440.00 - \$132,840.00</b>
<i>Book Delivery Room Murals</i> by Henry H. Gallison:	<b>\$37,800.00 - \$41,040.00</b>
<i>Village Landscape</i> by Henry H. Gallison(?):	<b>\$12,960.00 - \$15,120.00</b>

**TOTAL BUDGET: \$567,000.00 - \$596,160.00**

**SCAFFOLDING:** Budget costs for rental of scaffolding and/or lifts to access the work areas.

**BUDGET: \$37,800.00**

**PAYMENT**

**TERMS:** 25% deposit upon acceptance of this proposal. Monthly progress payments will be invoiced based upon work completed.

**EXCLUSIONS:** sales & use tax, overtime/premium time, hazardous materials abatement, handling, or disposal, environmental controls & ventilation, framing, substrate repairs, demolition and/or cutting, plaster repairs, paint removal, specialty and/or custom products (and associated express mail service), permits & fees, bonds, and off-site disposal.

**Accepted By:** \_\_\_\_\_  
Felicia Oti DATE \_\_\_\_\_

This proposal price/fee is available for a period of 30 days from the time it is proposed. John Canning Studios (JCS) reserves the right to cancel, withdrawal, or change any portion or the entire proposal for convenience at any time. This proposal does not constitute an agreement or contract and should not be considered or taken as such by the receiver. JCS shall not be responsible for delays or defaults where occasioned by any causes of any kind beyond its control. Adequate light, heat, water, power, available elevators, hoists, etc. shall be furnished by others in sufficient amounts to complete our work. All mechanical systems provided by owner shall be in proper working order meeting current building codes. JCS shall have access to owner's trash disposal containers at no additional costs. Surfaces on which we are to perform/apply our work shall be made ready for us in sufficient quantity that our work will not be interrupted or delayed. These surfaces shall be in dry, clean, and in accessible condition and suitable for receiving our work. Others if necessary shall remove all electrical fixtures, hardware and other obstructions to our work.

## Brief Introduction

These record books have been selected for preservation/digitization because of their significance to Franklin's history and their fragile condition. Fire District records and School Committee record books are under the custodial control of Franklin Historical Commission, so I have proposed digitization only.

## Historical Manuscripts

### Notes on Franklin History

(Approved 10/6/2021) (FR)

Handwritten bound manuscript by various authors (W. Rockwood, W. Daniels, W.M. Thayer, S.W. Richardson, and others) Each author wrote a chapter of Franklin History. The margins are full of notes on sources and references. Amazing work, which has obviously been used quite a bit over the years! Included is "Physical History", "Land Titles", "Civil History", "Military History", "Political History", "Educational History", "Ecclesiastical History", "Industrial History", & "Miscellaneous". Extraordinary effort of Franklin's citizens to record the history of the town in the greatest detail possible. The book itself is not dated, but one of the entries has a date of 1877, so it was probably created for the town's centennial of 1878.

**Treatment needed: Full preservation & digitization.**

**Cost estimate \$5000 - \$7000**

### Account book of Timothy Rockwood, Franklin, Mass. 1803-1826

(Approved 10/6/2021) (FR)

Timothy Rockwood (1747-1841) was a Franklin farmer, shopkeeper and Revolutionary War veteran. He kept detailed, itemized records of customers, items sold, money lent, money owed (often he was paid in beef or cotton), with the occasional diary entry of how his crops were fairing, the weather and how it compared to the year before. This book was often listed as a primary source for the "Notes on Franklin History". Fantastic book in terrible physical condition.

**Treatment needed: Full preservation and digitization.**

**Cost estimate \$5000 - \$7000**

### Records of the Fire District. Franklin, Mass. 1868-1917.

(Approved 10/6/2021) (FR)

Establishment of a Fire District in 1868 and the Franklin Fire Department on June 17th, 1872. Includes the appointments of officers and engineers, details of equipment purchased and brief records of fires, including the 1873 fire at Dean Academy and the 1902 fire at the poor farm (both were a "total loss").

**Treatment needed: Digitization**

**Cost estimate \$400 - \$600**



**TOWN OF FRANKLIN  
RESOLUTION 22-01**

**Acceptance of Gift – Franklin Public Library**

**WHEREAS,** The Franklin Public Library has received a generous donation totaling \$65,500 to be used for the full restoration of the Delivery Room as proposed by John Canning & Company and the restoration of Historical Manuscripts to be done by NEDCC.

Donation Summary:

- 1. Franklin Library Association - \$65,500.00

**NOW THEREFORE, BE IT RESOLVED THAT:**

The Town Council of the Town of Franklin on behalf of the Franklin Public Library gratefully accepts this generous donation to be used at the discretion of the Franklin Public Library as described above.

This resolution shall become effective according to the provisions of the Town of Franklin Home Rule Charter.

**DATED:** \_\_\_\_\_, 2022

**VOTED:** \_\_\_\_\_

**UNANIMOUS:** \_\_\_\_\_

**A TRUE RECORD ATTEST:**

**YES:** \_\_\_\_\_ **NO:** \_\_\_\_\_

**ABSTAIN:** \_\_\_\_\_ **ABSENT:** \_\_\_\_\_

**RECUSED:** \_\_\_\_\_

**Nancy Danello, CMC  
Town Clerk**

\_\_\_\_\_  
**Glenn Jones, Clerk  
Franklin Town Council**

# Town of Franklin

355 East Central Street  
Franklin, Massachusetts 02038-1352



Phone: (508) 520-4949  
www.franklinma.gov

OFFICE OF THE TOWN ADMINISTRATOR

## Memorandum

December 30, 2021

To: Town Council  
From: Jamie Hellen, Town Administrator  
Alecia Alleyne, Assistant to the Town Administrator

**Re: Resolution 22-02: Gift Acceptance - Veterans Department & Senior Center**

---

The Veterans' Services Department and Senior Center have received exceptionally generous donations totaling \$1,750.00.

The donations to the Franklin Veterans' Services Department will be applied towards the Veterans' Gift Fund and the Veterans' Municipal Assistance Fund respectively and used at the Department's discretion to help support local veterans and their families.

The donations to the Senior Center will be used to provide services and programs to senior citizens in the Franklin community.

We would like to thank everyone for their continued support of our local services.

### **Donation Summary:**

#### **1. VETERANS' SERVICES DEPARTMENT**

##### Veterans' Gift Fund

- Anonymous \$1,000

##### Municipal Assistance Fund

- Anita Scotland \$ 400
- Joan Spiegel \$ 50

**Total: \$1,450**

#### **2. Senior Center**

- Irene Allison \$ 200
- Beverly Theriault \$ 100

**Total: \$ 300**

**DONATION TOTAL \$1,750**

If you have any additional questions please feel free to ask.



**TOWN OF FRANKLIN  
RESOLUTION 22-02**

**Acceptance of Gifts – Veterans’ Services Department  
Senior Center**

**WHEREAS,** The Veterans’ Services Department and Senior Center have received generous donations totaling \$1,750.00 to be used at the discretion of each respective department as follows:

**Donation Summary:**

**VETERANS SERVICES DEPARTMENT - \$1,450.00**

- 1. Veterans' Gift Fund
  - Anonymous \$1,000
- 2. Veterans' Municipal Assistance Fund
  - Anita Scotland \$ 400
  - Joan Spiegel \$ 50

**SENIOR CENTER - \$300**

- 1. Donation to be applied towards services and programs for senior citizens in the Franklin community.
  - Irene Allison \$ 200
  - Beverly Theriault \$ 100

**NOW THEREFORE, BE IT RESOLVED THAT:**

The Town Council of the Town of Franklin on behalf of the Veterans’ Services Department and Senior Center gratefully accepts these generous donations to be used at the discretion of the Veterans’ Services Department and Senior Center as described above.

This resolution shall become effective according to the provisions of the Town of Franklin Home Rule Charter.

**DATED:** \_\_\_\_\_, 2022

**VOTED:** \_\_\_\_\_

**UNANIMOUS:** \_\_\_\_\_

**A TRUE RECORD ATTEST:**

**YES:** \_\_\_\_\_ **NO:** \_\_\_\_\_

**ABSTAIN:** \_\_\_\_\_ **ABSENT:** \_\_\_\_\_

**RECUSED:** \_\_\_\_\_

\_\_\_\_\_  
**Nancy Danello, CMC**  
Town Clerk

\_\_\_\_\_  
**Glenn Jones, Clerk**  
Franklin Town Council

# Town of Franklin

355 East Central Street  
Franklin, Massachusetts 02038-1352



Phone: (508) 520-4949  
www.franklinma.gov

OFFICE OF THE TOWN ADMINISTRATOR

## Memorandum

December 30, 2021

To: Town Council

From: Jamie Hellen, Town Administrator  
Alecia Alleyne, Assistant to the Town Administrator

**Re: Resolution 22-03: Appropriation to pay prior years bills**

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A series of bills came into the town from Pitney Bowes after the start of the new fiscal year. By statute, the Town Council needs to approve these. This resolution will permit the Town to appropriate FY22 funds to pay for the prior fiscal years bills in accordance with G.L. Ch. 44 Section 64. All three outstanding bills are from Pitney Bowes and total \$1,932.12.



**RESOLUTION 22-03**

**APPROPRIATION: Appropriation to Pay Prior Years' Bills**

**PURPOSE:** To appropriate FY22 funds to pay for prior years' bills in accordance with G.L. Ch44, §64.

<u>Date</u>	<u>Vendor</u>	<u>Amount</u>	<u>FY22 Appropriation</u>
5/7/20	Pitney Bowes	\$321.48	Central Services Expenses
8/7/20	Pitney Bowes	321.48	Central Services Expenses
8/8/20	Pitney Bowes	1,289.16	Central Services Expenses
		\$1,932.12	

**MOTION**

Be It Moved and Voted by the Town Council that the sum of One Thousand Nine Hundred Thirty-Two Dollars and Twelve Cents (\$1,932.12) be transferred from the above FY22 departmental appropriations to pay the above bills in accordance with G.L. Ch44, §64.

This resolution shall become effective according to the provisions of the Town of Franklin Home Rule Charter.

**FINANCE COMMITTEE ACTION**

Meeting Date: \_\_\_\_\_ Vote: \_\_\_\_\_ Recommended Amount: \_\_\_\_\_

**DATED:** \_\_\_\_\_, 2022

**VOTED:** \_\_\_\_\_

**UNANIMOUS:** \_\_\_\_\_

**A TRUE RECORD ATTEST:**

**YES:** \_\_\_\_\_ **NO:** \_\_\_\_\_

**ABSTAIN:** \_\_\_\_\_ **ABSENT:** \_\_\_\_\_

**RECUSED:** \_\_\_\_\_

**Nancy Danello, CMC  
Town Clerk**

\_\_\_\_\_  
**Glenn Jones, Clerk  
Franklin Town Council**